

August 15, 1947

MEMORANDUM TO ACTING CHIEF, FBI

FROM: CHIEF, EDITORIAL DIVISION

SUBJECT: "A" WIRE SUSPENSION

1. Number of man-hours needed for functioning of Wire Service Section is calculated mathematically as follows:

"B" Wire, 5 days per week, 2 editors =	80 hours
Wire control, incoming, 7 days per week, 24 hours per day =	168 hours
TOTAL	248 hours
Plus 20% for annual & sick leave =	50 hours
GRAND TOTAL =	298 hours

298 hours per week divided by 40 hours per editor equals 7.5 editors.

Editors required = 8

NOTE: All these editors must be of sufficient grade and dependability to cover a shift alone. It is believed that no fewer than six of these editors should be grade CAF-11. The other two should be no lower than CAF-9.

2. By a similar calculation it is found that the necessary hours can be covered by 8 teletypists. A teletypist supervisor is necessary in addition, making 9 teletypists in all.

3. This mathematical calculation is confirmed in practice in the arrangement for actual work schedules.

4. Savings with respect to most recent P/O are calculated as follows:

1 Chief at CAF-12	\$ 2000
2 Shift Editors at CAF-11	960
2 Asst. Editors at CAF-9	1392.20
TOTAL EDITORIAL	\$ 4352.20
2 teletype operators at CAF-4	\$ 4788
Communications	5800
Supplies	1000

Total Savings \$33,896.20